

APPLICATION #

UTAH DEPARTMENT OF
COMMUNITY
AND CULTURE

UTAH STATE LIBRARY DIVISION

Capital Facilities Grant Application

Section I: General Application Information

ORGANIZATION

Helper City Library

FEDERAL ID #

UT0016

PROJECT CONTACT (name and title)

Amanda Holley, Director

ADDRESS

19 S. Main St.

CITY

Helper

STATE

UT

ZIP

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PROJECT START DATE: March 15, 2010**PROJECT END DATE:** March 24, 2010**PROJECT TITLE** (In less than ten words)

Helper City Library Expansion Project

MAIN GOALS (State your goals in one or two sentences)

Our main objective is to extend our current library space by 700 square feet, increasing our total space by 50%.

FUNDING SOURCES (From complete detailed budget page)

Grant Request

\$17,669.93

Other Funding Sources (Grants, Private Donations, Public Donations)

\$6,200

TOTAL BUDGET

\$23,569.93

NAME OF EXECUTIVE OFFICER (please print or type)**TITLE**

Dean L. Armstrong, Helper City Council Member, Executive Director, Helper City Library

SIGNATURE

DATE 9-19-09

Section II: Proposed Scope of Work (attach additional sheets as needed)

PROJECT DESCRIPTION AND EXPECTED RESULTS (Each application should state clearly what is proposed, why it is to be undertaken, what the expected results will be, and what the public benefit will be.)

The capital development project will add 35ft X 20ft (700 Square feet) of extra space for library expansion. One hundred percent of this new space will be dedicated to creating a more comfortable and inviting space for our patrons. We will be furnishing the new space with bookcases and comfortable seating to be enjoyed by the public. This expansion though small, will benefit the community members greatly as well as improve our library's atmosphere. Once completed, the space will be very inviting for community members to utilize for meeting purposes, increase the space in the children's area by 10 ft, separate the young adult fiction from the children's section, separate the non-fiction section from our computer area as well as create space for a children's non-fiction area. With the addition we will gain access to more effective and efficient HVAC systems already in place mitigating patron complaints regarding uncomfortable library temperatures. The expansion will ultimately help patrons utilize our services more efficiently.

PARTNERSHIPS (Please list community supporters, funding agents, sponsorships, strategic alliances; applicants may attach up to five Letters of Support.)

Helper City Municipal Corporation = \$3,300

Friends of the Library = \$1,000

Helper Library Board of Directors = \$1,000

PLAN OF WORK (Outline your plan of work, include what steps are planned with specific dates and activities. Include beginning date, completion date, and source of operation and maintenance funding.)

We plan to begin the expansion on March 15, 2010 and end no later then March 24, 2010. The Construction of the first wall will begin on March 15 and will be completed by the Helper City Public Works Department and will be finished on March 17. The following days will consist of moving furniture and reorganization.

Section III: Project Budget

PROJECT EXPENDITURE OF CASH OR THE VALUE OF IN-KIND SERVICES	Grant funds	Cash match	In-kind match	Total
Materials and equipment (itemize)				
<u>Paint</u>				
<u>Framing Lumber</u>				
<u>Miscellaneous Hardware ex: Nails</u>				
<u>Caulk</u>				
<u>Total</u>				<u>300.00</u>
Capital improvements (itemize)				
<u>See Attachment 1</u>				
<u>Total</u>				<u>17,369.93</u>
Supplies				
<u>Tools, Vehicle, Debris Removal</u>				
<u>Total</u>				<u>600.00</u>
Personnel - labor, volunteer, contracted, professional and technical service				
<u>Public Works Labor</u>				<u>3,300.00</u>
<u>Volunteer Labor</u>				<u>2,000.00</u>
<u>Total</u>				<u>5,300.00</u>
Other expenses				
TOTALS				<u>23,569.93</u>

FUNDING SOURCES (From complete detailed budget page)	
Grant Request	<u>\$ 17,669.93</u>
Other Funding Sources- specify type and source (grants, private donations, public donations)	<u>\$ 6,200.00</u>
TOTAL BUDGET	<u>\$23,569.93</u>

Attachment 1

<u>Capital Improvement Supplies for Helper City Library Expansion</u>		
<u>Quantity</u>	<u>Item</u>	<u>Total</u>
1	Computer Desk	3,475.00
6	78in Double Shelving	8,370.00
3	78in Single Shelving	2,655.00
2	Starter Shelves for Junior Section	870.00
3	Arm Chairs	1500.00
1	Round Table	700.00
4	Vertical Blinds	479.96
1	Door Alarm	27.31
1	Sign	22.41
<u>1</u>	Fire Extinguisher	53.25
	Total:	17369.93

Mark Wickman
Helper City Library Board Chairperson
Helper City Custodian
E-mail sweeties@joimail.com

To whom it may concern:

For over a year the Helper City Library Board in conjunction with the Helper City Council has been looking to expand our cramped library into a room that used to be rented to small groups. Now the room is only used for storage of tables and chairs and as extra space for large events about three times a year.

The room adjoins the library but there is currently no door or doorway connecting the two.

Our plan is to add a doorway to the library and use the 13 feet of the room closest to the library for books. The rest of the 35 foot room would be a reading room with tables, chairs, magazines and newspapers. It would also hold our large screen television which is often used for our children's reading programs where groups of up to 35 children have had to try to view the television in a space suitable for only a few children.

The room has a sliding partition in place that could be used to close off the reading room from the book area and the rest of the library, allowing us to clear some of the furniture out of the room into the library and still allow the room to be used for extra space for large functions as needed. The tables and chairs currently in the room are being moved to an under utilized space next to my office.

The room has several large windows for good natural light and has three radiators where the 50 foot section of the library that it adjoins only has one radiator, and that is in a bathroom.

Adding bookshelf space in the new room will allow us to expand our collection and clear space and add a round computer table in the room with the directors desk and the patron use computers. The patrons are now elbow to elbow with no privacy. Also we will be able to add a little room to our very small children's section, and to move our young adults collection out of the children's area.

Our city is poor in the best of times, and is especially so now. We are on the lookout for any funding possible to assist our library where we have seen patron use skyrocket under our new, young director, Amanda Holley. We have had book sales, have partnered with a children's acting company, and are planning a Halloween fundraiser. We would greatly appreciate any help, no matter how little, with our expansion.

Thank you very much!

Mark Wickman